



WELCOME TO  
NURSERY

Starting School at  
Claycots

Welcome to Claycots School Nursery and thank you for choosing our school.

At Claycots we are passionate about Early Years and ensuring that children have the very best start to their school life so that they are able to fulfill their potential later on. We believe that every child can make progress, if they are given the right support.

All children learn more in the period from birth to five years old than at any other time in their lives and during the Nursery year you will see your child develop quickly in all areas - academically, socially and emotionally. We aim to provide a secure and nurturing environment where children can flourish, gain independence and confidence and learn new skills.

Claycots is a good school with an enormous amount of potential to improve further and a positive staff team who are committed to ensuring that outcomes for our children are the best that they can be. This is a really exciting time for our school as we look towards the future.

This booklet should provide you with some of the essential information that you will need before your child starts with us. However, should you have any questions please do not hesitate to contact the school using the contact details provided at the end of this booklet.

We look forward to welcoming you and your child in September!

## Our School Values

At Claycots, we have four core school values. These values underpin our approach to learning, the way we treat one another and provide an environment that can prepare our children to be confident, happy individuals ready to make a positive contribution to society when they leave us.

Curiosity

Kindness

Respect

Integrity

We expect our whole school community to uphold these values and to work together to ensure that the needs of the children are at the heart of everything we do.

## The School Day

### School timings for Nursery:

8.30am to 11.30am - Morning Session

12.30pm to 3.30pm - Afternoon Session

9.00am to 3.00pm - 30 Hours plus an additional cost of £2.30 for lunch

8.30am to 3.30pm - 30 Hours plus an additional hour at a cost of £7.00 per session plus £2.30 for lunch.

### Being on time

Children arriving after this time should enter school via the office and are recorded as late.

### Regular attendance

Regular attendance is vital for your child to make good progress academically and socially. We expect all children to aim for attendance of at least 95%.

If your child comes to school regularly they will enjoy their learning and make good progress. School is preparation for life. Help your child to do well by ensuring prompt and regular attendance.

*If your child is ill, please ring the school office at 8:00am and leave a message on the school's answer machine providing your child's name, class and reason for absence.*

We recognize the importance of consistent attendance in Nursery. Wherever possible we ask that holidays are booked during school holiday time and not term time.

## School Uniform

In Nursery, school uniform is optional. If you do choose uniform for your child, the requirements are as follows:

White shirt, blouse or polo-shirt

School tie (non-compulsory)

Grey trousers or a grey skirt or dress

Green jumper or cardigan

White or grey socks or tights

Black school shoes – no boots or trainers

In the summer, children may choose to wear grey shorts or a green check dress.

\*Your child will be provided with a free school bag\*.

If you wish to purchase branded uniform, this can be purchased through School Days Direct either via the website [http://www.schooldaysdirect.co.uk](http://www schooldaysdirect.co.uk) or directly from the shop

School Days Direct Ltd  
20A Buckingham Avenue  
Slough Trading Estate  
Slough  
SL1 4QA

Tel (01628) 665353  
[info@schooldaysdirect.co.uk](mailto:info@schooldaysdirect.co.uk)  
[www.schooldaysdirect.co.uk](http://www.schooldaysdirect.co.uk)

**\*\*PLEASE MAKE SURE THAT ALL UNIFORM ANDP PE KIT IS CLEARLY NAMED, INLCUDING SOCKS AND SHOES \*\*\***

#### Hair

Please help your child to keep their hair neat and tidy by tying or clipping it back if it is long.

#### Jewellery

Please do not allow your child to wear, or bring, items of jewellery to school. If your child has pierced ears, only studs may be worn. Studs should be removed for P.E. and Games, so should only be worn if your child knows how to remove them and is able to keep them safe. We cannot take responsibility for any loss or damage to jewellery worn or brought to school by children.

#### Spare clothes

Please help prepare your child for starting at Nursery by encouraging them to be independent with toileting. Nursery staff are happy to support you with the toilet training process and If you have any concerns about your child please speak to their teacher.

We fully understand that accidents can and do occur and we ask that you send in spare clothes in a named bag so we can change children if necessary.

## Security

At Claycots children come first. Their safety is our priority. The headteacher, staff and governors are aware of their responsibility to ensure that all members of the Claycots community feel safe and secure when they are on the premises.

To ensure security, the school operates the following systems:

- All visitors must report to reception upon arriving. This includes parental enquires. Parents must not enter school via classrooms and doors other than the main reception area.
- All visitors must wear a visitor lanyard all times. Staff are aware of their responsibility to question anyone who appears to have no authorisation to be on the school premises.
- We will not allow children to leave the school with adults whom we are not expecting. If a parent has arranged for someone else to collect their child, the school must be informed.

## Concerns

We hope that you will find a warm welcome at Claycots School but are always here to help with any questions or problems that arise. If you wish to raise any concerns we ask that you speak to your child's teacher in the first instance. If this does not resolve the situation you will be referred to the Year Leader and following this, if necessary, a member of the Senior Leadership Team.

## Parent Pay

Our school operates a cashless system through Parent Pay.

ParentPay enables you to:

- enables you to pay for lunches, school trips and other items such as uniform and clubs
- offers a highly secure payment site
- gives you a history of all the payments you have made
- allows you to create a single account login across all your children that attend a Parent Pay school
- shows you all items available for payment relevant to each of your children
- emails a receipt of your payment to the email address you register
- offers you the ability to set automated email/SMS payment reminders

We will send you an activation letter containing your activation details to enable you to set up your Parent Pay account.

If you have more than one child at a Parent Pay school/s you can add them to a single account, providing one login for all children at Parent Pay schools.

### Drinks

Water is provided throughout the day. During lunchtimes, water and milk are the only drinks available to pupils.

## The Nursery Year

In Nursery children follow the Early Years Foundation Stage curriculum. Children develop independence and a love of learning through a combination of structured play and adult led activities. By being curious and exploring children make links between their learning and therefore develop their knowledge, skills and understanding across all areas of development.

In Nursery, we start to teach children phonics and early reading and writing - you can find out more about this in the Autumn Term parent information meeting.

Children are able to move freely around the Nursery provision for some parts of the session. During this time, they can take part in activities of their choosing. We match the play and resources to individual needs and interests so it is purposeful. This allows children to extend their learning and explore their ideas in all areas of the curriculum.

The learning environment is arranged to provide an orderly, calm and stimulating space in which children can independently find, use and return the resources they require.

### Outside Play

All the children go outside as part of our learning. This is just as important as indoor play. The children go outside every day and so we encourage parents to send in a waterproof coat and wellington boots for those rainy days we often experience! If we are lucky to have sun, they will need sun cream applied before coming into school and a named sun hat.

## A final note

We hope your child enjoys their time at Claycots and hope that this has helped to answer some of your questions. If you have anything you would like to ask or discuss, do not hesitate to contact our Nursery staff. We have an open-door policy and are committed to working together with our families to give each and every child the best possible start to their education.



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